

**COMMONWEALTH OF VIRGINIA
STATE CORPORATION COMMISSION**



December 19, 2013

ADDENDUM NO. 3 – TO ALL OFFERORS:

Reference – Request for Proposals:	RFP #SCC-13-022-ITD
Services:	Third Party Electronic Payment Processing Services
Dated:	December 2, 2013
Proposal Due Date:	January 6, 2014, until 2:00 P.M.

The above is hereby changed (indicated in **red** text) as follows:

1. Reference RFP, Appendix B- Offeror Data Sheet, References, 1st paragraph page 40, is changed as follows:

Customer References: The Offeror must demonstrate a proven record of successfully providing services similar to those defined in Section VI as appropriate to customers of similar scope and complexity. The references must be from past and/or current commercial or government accounts **excluding** the SCC if **applicable**. The Offeror shall provide three references, with contact names, email addresses, phone number and service descriptions (specific services provided), which the SCC may use in reference checking. If your firm has provided the requested services to the SCC in the past, the SCC **shall not** be listed as a reference.

NOTE: A signed acknowledgment of this addendum must be received at the location indicated on the RFP either prior to the proposal due date and hour or attached to your proposal. Signature on this addendum does not substitute for the signature on the original RFP document. The original RFP document must be signed.

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Name of Firm

Signature/Title

Printed Name

Date